

# Office Memorandum

UNITED STATES GOVERNMENT

TO : Chief, Real Estate and Construction Division DATE: 19 October 1954

FROM : Chief, Space, Maintenance and Facilities Branch

SUBJECT: Installation of Chain Link Fence

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1. In accordance with your recent request the following information is submitted concerning the erection of a chain link fence around Alcott, Barton and Curie Halls, [REDACTED]

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a. The fence installation was included as one (1) of the items requested by Security Office Officials during informal discussions with SM&F representatives in late April or early May 1953.

b. Fencing and gates were included in cost estimates dated 1 August 1953, covering anticipated expenditures in conjunction with occupancy of [REDACTED] Curie Hall and the remainder of Alcott Hall.

c. A meeting was held with the Chief, Physical Security Branch on 19 August 1953. He was requested to submit a memorandum outlining reasons why such items as fencing; soundproofing in Curie Hall; exterior lighting and relocation of the Alcott Hall Canteen were considered essential requirements by the Security Office.

d. The Chief, Physical Security Branch forwarded his memorandum dated 3 September, outlining in detail many reasons why the four (4) security measures mentioned in (c) above should be undertaken.

e. The Acting Chief, General Services Office sent a memorandum dated 4 September 1953, to the Acting DD/A, attaching the memorandum mentioned in (d) above. The Acting DD/A was apprised of the costs involved and was requested to indicate whether or not the General Services Office should proceed with the work.

f. The Special Assistant to the Acting DD/A, returned both memorandums on 10 September indicating on the Official Routing Slip that "The Acting DD/A on 9 September 1953, gave his OK to proceed with the proposed fence, lighting and soundproofing".

g. The Chief, Physical Security Branch forwarded a memorandum dated 21 December 1953, attaching the fence plot plan prepared by his office. He requested that CIA representatives and the contractor survey the area for purposes of determining the exact location of the fence.

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h. Representatives of the SM&F Branch surveyed the area with Security Office representatives and prepared a combination plan and outlined specifications.

i. Letter dated 19 January 1954 was sent to GSA with fencing and gate layouts. Request was made for a survey of the area and an estimate cost of installation.

j. Representatives of GSA and CIA surveyed entire area on 2 February 1954.

k. GSA letter of 10 February 1954, indicated that the fence installation would cost approximately \$49,000. This estimate was challenged by SM&F since it was considered to be excessively high. GSA indicated that the estimate was in error and should have been \$30,000.00.

l. A letter dated 31 March 1954, was sent to the Superintendent National Capital Parks requesting concurrence of fence installation and a permit to erect same. CIA agreed to reimburse National Capital Parks for relocating five (5) ornamental trees directly in line with proposed fence.

m. Job Order #54-1476 in the amount of \$30,000.00 was forwarded to GSA with our memorandum of 19 April 1954.

n. Under date of 20 April 1954, Associate Superintendent National Capital Parks wrote to the Commissioner of Public Buildings indicating that Permit No. NCP-76-586 had been issued. Three (3) conditions relative to fence installation were outlined in this letter.

o. Letter dated 25 May 1954, sent to the Superintendent National Capital Parks indicated that estimate cost of \$300.00 for relocating dogwood trees and removal of an old willow tree would be borne by CIA.

p. Contract drawings prepared by SM&F and forwarded to GSA where contract specifications were written. Bid opening date set by GSA for 2:00 P.M. 2 June 1954.

q. Contract awarded to Cyclone Fence Company on 7 June 1954 and based on low bid of \$13,681.00. GSA engineering fees (including inspection service) amounted to \$669.00. CIA job order #54-1476 was adjusted to the new total of \$14,350.00.

r. Letter from GSA dated 23 July 1954, requesting an additional \$905.85 to cover cost of providing 450 fence post extension arms. Fence arms to be furnished by CIA were not of proper size to fit posts specified under contract.

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s GSA established 8 July 1954, as starting date. Contractor began fence erection on 10 July.

t. On 4 August 1954, a memorandum was forwarded to GSA with a supplemental job order in the amount of \$905.85 to cover the cost of furnishing 450 extension arms.

u. Contractor completed installation of fencing and gates on 26 August 1954.

v. On 29 September 1954, Physical Security Branch requested the installation of push buttons on gates in front of Alcott, Barton and Curie Halls, [REDACTED] Job Order #55-523 in the amount of \$456.52 was hand carried to the PBS Group Superintendent on 29 September 1954. Installation is expected to be completed on 22 October 1954, at which time the guard force will lock all gates after regular CIA working hours.

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